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**SECURITY INFORMATION****CONFIDENTIAL** TRG

Executive Assistant to DCI

16 January 1953

Director of Training

Weekly Summary Report

1. The proposed CIA regulation on training for all new professional personnel has been coordinated with the representatives of the DD/I, DD/P and DD/A and with Personnel. There was substantial agreement on all points of the regulation. At the regular meeting of the CIA Career Service Board, 15 January, the regulation was reviewed and approved. Plans are presently being developed for the immediate initiation of the new regulation.

2. [REDACTED] EE/DDP has submitted to the Office of Training a list of queries [REDACTED] requesting detailed information pertaining to entering personnel of [REDACTED] A program is presently being devised by representatives of the Office of Training in collaboration with personnel from EE to meet the training requirements [REDACTED].

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3. A preliminary announcement was made on 9 January concerning a series of training programs for government executives to be conducted at the Civil Defense College at Olney, Maryland. Mr. Earl P. Strong, Director of the Executive Development Program, Civil Service Commission, was contacted by the Chief of the Management Training Division, Office of Training, who indicated the interest that the Agency would have in such a course. It is anticipated that the Office of Training will receive from Mr. Strong sufficient slots for this program to meet immediate needs.

4. The Director of Training has been authorized by the Office of the DD/A to initiate a training bulletin which will be issued periodically for dissemination in the Agency and will include items of general interest and information. The first issue, now in preparation, will consist of the remarks made by the Director of Central Intelligence at the Eighth Orientation Course.

5. The Chief of the Orientation and Briefing Division will speak on the CIA Mission and Function at the Command and Staff School of the Air University in Alabama. The presentation is scheduled for 6 February. A similar presentation will be made on 16 January at the Armored School in Fort Knox.

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In the process of procuring necessary clearances and badges for employees scheduled for the Operations Course at  beginning 15 January, it was determined that 23 persons of the original group of 96 are Staff Agent personnel. On the basis that the sponsoring Division assumes the responsibility for entering such personnel in a semi-overt course, the Office of Training requested a memorandum from IASO relieving this Office of the responsibility in case of compromise of the present or intended cover of such covert employees.

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The Security Officer, CIA, responded in memorandum that as a general rule training of covert personnel at a semi-overt or overt installation cannot be approved. Recognizing the existence of exceptions to the rule, however, the Security Officer established a procedure of justification by the Office concerned through the Chief, FI, to the Special Security Division, IASO.

Seven staff employees in addition to the 23 covert personnel have been withdrawn from the class leaving a total of 66 students now enrolled in the course.

7. The reproduction and assembly of sixty-eight copies of the Basic Tradecraft Agent Training Manual in the Russian language has been completed, and these copies have been made available to the operating divisions.

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10. The revised Specialized [ ] Course will be conducted at [ ] on 23 February through 13 March 1953.

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11. The following courses began on Monday, 12 January 1953:

- a. Staybehind Operations Course #2 with ten full-time students and nine auditors.
- b. Operational Security Course #3 with thirteen full-time students.
- c. Clandestine Psychological Warfare Course #14 with six full-time students and one auditor.

12. ES/PI is negotiating directly with IEB/IA30 regarding polygraph training for [ ] Project personnel.

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13. At a meeting with representatives of TSS on 6 January 1953, it was agreed that TSS would take over the training in basic photography and basic investigative technical aids now being performed by OTR. This arrangement is to become effective on 16 March 1953. OTR will proceed with its program to develop instruction in the operational use of investigative techniques and in the operational application of technical aids.

14. As of 16 January 1953, 213 CIA personnel are enrolled in TR(S) training courses, 317 in TR(G) courses, and 224 in external training, making a total of 754 in training programs under the jurisdiction of OTR as a whole.

**MATTHEW BAIRD**

MB:mf

cc: DD/P

DD/I

AD(Commo)

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